

APPENDIX G

Physical Security Plan Outline

Physical Security Plan

DEPARTMENT OF THE ARMY

U.S. ARMY CORPS OF ENGINEERS, (District)

(District Address)

PHYSICAL SECURITY PLAN (U)

(Project)

(Date)

1. Mission. The mission of the (project name) is to investigate (what are we doing at the project) and remove any recovered chemical warfare material (RCWM) and contaminated media.
2. Purpose. This plan defines the areas of security interest related to (project location) and specifies the equipment, forces, and devices utilized to protect RCWM and provide an effective security posture.
3. Objective.
 - a. Prevent unauthorized access to RCWM.
 - b. Prevent damage from sabotage, espionage, or unauthorized use of RCWM.
 - c. Prevent theft or diversion of RCWM or government equipment and supplies.
4. Threat Analysis. Contact with the (insert local/regional physical security office) indicates (no terrorist threat, extreme terrorist threat, whatever the situation is) at this time. The most likely threat comes from (trespassers and other unauthorized attempts or other appropriate terminology) to access the property.

5. Vulnerabilities. The following security areas are considered the most vulnerable because of their locations and uses: (Use EP 75-1-3, Chapter 11 for Vulnerability Assessment guidance.)

a. The site (project name) consists of (enter size) and is (fenced or not fenced). This site is where the intrusive investigation will take place. (Depending upon the location of the site, fencing of the entire project may not be possible.)

b. The location at (enter name) is the Interim Holding Facility (IHF) where all RCWM will be stored. (The entire area will be surrounded with a fence meeting the minimum requirements)

c. (FE-5) as specified in Chapter 5, AR 190-11.) (Possible statements for this section.)

6. Priorities. The priority of physical security is:

a. First to RCWM at the site, then during transportation to the IHF.

b. Second to the security of equipment and supplies at the (project location) site due to the sensitive nature of the work and the property.

c. Third to the security of the equipment and supplies at the (administrative) location.

7. Limited and Exclusion Areas. Access to the (project location) will be controlled by (name of security force) security force. Only those personnel on approved access rosters will be allowed on the site without an escort. The IHF will also be a limited access area. Only personnel from CEHNC, Technical Escort Unit (TEU), and the Edgewood Chemical and Biological Center (ECBC) will be allowed access to the inside of the IHF area once RCWM has been placed in the facility.

8. Equipment and Devices to Detect or Delay Intrusion.

a. (Project name)

(1) Perimeter boundary: List what, if any equipment or devices are located at the project, for example: "An FE-5 type fence surrounds the entire site with privacy fencing on 3 of the sides. A video camera is focused on the personnel gate facing the home at the site. This camera is monitored during daylight hours."

(2) Clear zones: (Does one exist for the project? May not be necessary for the entire project.)

(3) Gates: All gates will be locked during the non-operational hours and monitored during operational periods when it is unlocked. The (Security Force) will monitor the vehicle and personnel gate during all hours.

(4) Signs: Metallic Restricted Area signs are used on the fence, one per side (if the project is fenced).

(5) Inspections and maintenance: The security force checks the fences at the site every (two hours during both operational and non-operational hours—this cyclic rate will be determined based on the threat analysis and if there is RCWM within the IHF). Maintenance of the site is provided by (contractor's name) through contract with the Huntsville Engineering and Support Center.

(6) When RCWM is secured within the IHF, a 24-hour security guard will be positioned at the IHF.

b. (Secondary location within the project, if applicable.)

(1) Perimeter boundary: An FE-5 type fence surrounds the IHF.

(2) Clear zones: A 12-foot clear zone exists around the IHF (if practicable).

(3) Gates: The gate to the IHF is locked at all times except during transportation of RCWM and when authorized operations are ongoing.

(4) Signs: Metallic Restricted Area signs are used on all four sides of the IHF fence.

(5) Inspections and maintenance: The security force checks the fences at the site every two hours during both operational and non-operational hours.

9. Security Lighting.

a. (IHF Location).

(1) Types – Lighting is provided around the IHF.

(2) Types of light source – Per FM 3-19.30, Chapter 5.

(3) Use control and standards: Lighting will remain on at all times when RCWM is placed in the IHF. The control switch for the lighting will be locked to prevent unauthorized access.

(4) Inspections and maintenance: The security force checks the security lighting at the site every two hours during non-operational hours. Maintenance of the site is provided by (USACE District or specified agency).

(5) Emergency actions for power failure: If power failure occurs, Security Forces may be enlarged until the situation is corrected. Generator power will be coordinated by (USACE District or specified agency) in the event the power failure is prolonged.

10. Communication Systems. The security force is equipped with both cellular telephones and radios. This provides immediate access to on-call project personnel and to emergency response forces from the (Security Force).

11. Locks and Keys. Locks and keys for the IHF gate are controlled by the USACE, and the IHF doors are controlled by TEU, once RCWM is stored within the IHF. Locks and Keys for collateral areas and equipment will be maintained by (specify who). (Use Appendix A of the Physical Security Plan for Key and Lock Control Log.)

12. Measures to Control Personnel, Vehicles, and Material.

a. Personnel Access Controls: Only authorized personnel will be permitted entry into the site or the IHF. Control procedures will assure positive identification of all personnel prior to entry. Visitors and maintenance personnel will be escorted at all times.

b. Escort Requirements: Escorts will keep the visitor under constant observation at all times.

c. Non-operational hours access procedures: The On-site Operations Officer or his designated representative must approve non-duty hour access. All pertinent facts concerning the access will be recorded and reviewed the by the operations officer.

13. Personnel Identification System. Security personnel will check photo identification against the Access Roster prior to admittance to both the site and to the IHF.

14. Vehicle Control. Only authorized vehicles are allowed at the site. Only authorized transportation vehicles are allowed in the IHF.

15. Material Control. The TEU will manifest all material being transported from the site to the IHF. RCWM will be transported by TEU with an escort.

16. Security Forces.

a. Type and composition: (Security Force) provides (one or however many is determined to be necessary) security person(s) at the (Project) and then an additional security person(s) when RCWM is placed in the IHF.

b. Authority and Jurisdiction: (Name of) District has contracted with the local authorities to provide security at both the project and the IHF.

c. Weapons, Ammunition, and Equipment: Security personnel are armed and equipped IAW standard local procedures.

d. Rules of engagement and use of deadly force: These are commensurate with the rules employed by the local security forces.

e. Training: This is the responsibility of the (Security Force). Site specific instructions have been provided by the on-site Operations Officer and are included in Appendix B. (Use Appendix B of the Physical Security Plan to provide Security Force Instructions.)

f. Actions to be taken under adverse weather and limited visibility conditions: Patrols will be maintained during these conditions to ensure security integrity.

g. Posts: (Explain post locations.)

h. Working dogs: (May or may not be applicable.)

i. Response force: The (Security Officer) on duty will call for the appropriate response force from the (depends on his assessment of the situation). Response times will be (identify the requirements).

17. Emergency Actions of General Nature. Actions pertaining to emergency situations will be IAW the (Project) Chemical Safety Submission (CSS).

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18. Recovered Chemical Warfare Material Movement. Procedures for movement of recovered chemical warfare material are as outlined in the CSS.

19. Coordination. This plan has been coordinated with all members of the (Project) team to include local security, TEU, ECBC, PM Non-stockpile, U.S. Army Engineering and Support Center, Huntsville, and (name of Contractor(s) on-site).

20. Appendices.

A. Key and Lock Control Log

B. Instructions for the Security Force

(Contractor Project Manager's Signature Block)

DISTRIBUTION:

Name of Security Force

(Applicable) District, Corps of Engineers, Attention: Project Manager and Security Office

U.S. Army Engineering & Support Center, Huntsville (OE Design Center Point of Contact)

Contractor(s) working the site

Customer's designated representative

CDR, TEU, Attention: (Name)

CDR, ECBC, Attention: (Name)

PM Non-stockpile, Attention: (Name)

ATTACHMENT 1
Key and Lock Control Log

Project Name: _____ Location: _____

Lock Number	Where Located	Number of Keys	Key Numbers

Date	Key Number	Time Out	Time In	Print Name and Signature

Example (Variations may be used.)

ATTACHMENT 2

Instructions for the Security Force

(Name of Site)

- a. Security officers at the excavation-site will visually check the site at least once every two hours.
- b. Officers will make radio communication on a periodic basis between posts.
- c. When items are stored at the IHF, officers at the (IHF Location) will station themselves in the vicinity of the IHF to allow maximum observation of the area. Officers will walk around the IHF area at least once every two hours.
- d. In the event an intruder is detected at either site, the officers will take appropriate action to stop the intruder and maintain the security of the site. If necessary, the officer will call for appropriate additional support from the (backup security force name). Response times would be IAW standard police protocols.
- e. If anything unusual is detected, the officer should contact (name of person the security force should contact) during daytime operations at (phone number). After hours the officer should contact (who) at pager number (_____) or cell phone number (_____).
- f. Questions concerning these instructions should be directed to (name of designated individual).
- g. Enter any additional instructions to the security force.